

TAB

REPORTS INVENTORY					CONTROL NO. DDS/IPC-01	
1. TITLE OF REPORT (if a fill-in report include Form No.) ADPE Inventory - Format C					2. TYPE OF REPORT <input checked="" type="checkbox"/> STATISTICAL <input type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		<input checked="" type="checkbox"/> PERSONNEL <input checked="" type="checkbox"/> LOGISTICS <input checked="" type="checkbox"/> MEDICAL		<input checked="" type="checkbox"/> TRAINING X Command <input checked="" type="checkbox"/> SECURITY <input checked="" type="checkbox"/> FINANCE		ADMIN. GENERAL OTHER (specify) MIS
4. NO. OF COPIES PREPARED 2		5. FREQUENCY (weekly, monthly, quarterly, etc.) Perpetual - Semi Annual		6. DISTRIBUTION (No. of components not number of copies) 1 - OPPB		
7. FORMAT (memorandum, form, computer print-out, etc.) Coded Transcript Sheet		8. ADP PROCESSING <input checked="" type="checkbox"/> YES IF YES GIVE ADP PROCESSING NO. <input type="checkbox"/> NO		9. DIRECTIVE AUTHORITY REQUIRING REPORT BOB Circular No. A-83		
10. PREPARING COMPONENT (include lowest level contributing information to report) Directorate		11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) Received from 7 DD/S Directorates, worked, consolidated, and fed to OPPB.				
12. COST FACTORS						
A. MANUAL PREPARATION AND REVIEW COSTS						
GRADE	HOURLY RATE	<input checked="" type="checkbox"/> HOURS PER REPORT	= COST PER REPORT	<input checked="" type="checkbox"/> TIMES PREPARED	= COST PER YEAR	
13	9.40	12	\$112.80	2	\$225.60	
B. COSTS OF COMPUTER PRODUCED REPORTS						
		21 pages x 3 copies x .03 = \$1.89				
TOTAL COSTS PER YEAR						
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. OMB requirement. Initial report June 1967						
14. FUTURE GOALS						
15. ACTION PROPOSED BY COMPONENT FOR THIS REPORT <input type="checkbox"/> RETAIN AS IS <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE N/A				ESTIMATED SAVINGS MAN-HOURS DOLLARS		
16. DATE OF INVENTORY 9-24-70		17. NAME OF INFORMATION Approved For Release 2006/11/13 : CIA-RDP75-00399R000100070004-6		18. EXTENSION		

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